

## HUMAN RESOURCES OFFICE - CALIFORNIA NATIONAL GUARD TECHNICIAN VACANCY ANNOUNCEMENT

**VACANCY ANNOUNCEMENT #**

09-611

**OPEN PERIOD:**

11/20/2009 – 12/11/2009

**JOB TITLE:**

Ammunition & Explosives  
Handler Supervisor

**PAY GRADE AND SERIES:**

WS-6501-07

**PAY RANGE:**

\$28.05 – 32.70

**POSITION LOCATION:**

Camp Roberts, CA.

**APPOINTMENT TYPE: PERMANENT - DUAL STATUS**
**PDCN #:** 70578000

**Security Clearance Required:**

Secret

**AREA OF CONSIDERATION:** CURRENT CALIFORNIA NATIONAL  
GUARD MEMBERS/TECHNICIAN

Military grade of E-6 through E-9 or WO1 through WO5.

**Compatible Military Grade Assignment:** CMF 89, 63, 92; WMOS  
910A.

**Key Requirements:**
**THIS IS A PERMANENT POSITION**

This position is located in Joint Force Headquarters—State, Operations Directorate (J-3), Army National Guard (ARNG) Training Center, Ammunition Supply Point (ASP). The purpose of this position is to supervise subordinates, either directly or through one or more subordinate leaders or supervisors in accomplishing ammunition and explosives operations. The occupation and non-supervisory grade level work that best reflects the nature of the operations supervised is Ammunition and Explosives Handler, WG-6501-07.

**Recruitment/Relocation Incentive/Advance in Hiring Rate Based on Superior Qualification IS authorized upon approval.**

**PAYMENT OF PERMANENT CHANGE OF STATION (PCS):** Payment of Permanent Change of Station (PCS) IS authorized upon approval and subject to the provisions of the Joint Travel Regulations

**Position Requires Travel:** Infrequent/Rare.

**QUALIFICATIONS and EVALUATION:**

**General:** Experience, education, or training which demonstrates the ability to use and maintain tools and equipment associated with the type of work to be done, and to understand and follow oral and written instructions. Experience which demonstrates the knowledge of and the ability to apply safety standards.

**Ammunition & Explosives Handler Supervisor WS-6501-07:** Must have 36 months of specialized experience specialized experience providing technical oversight and quality assurances in Ammunition and Explosives Handling; experience supervising subordinate staff in the operation of Ammunition and Explosives Operation; experience planning and scheduling subordinate work assignments on a daily and/or project-by-project basis; experience selecting new staff to fill vacancies, establishing performance standards; experience administering performance appraisals, counseling employees, resolving informal complaints, identifying staff training requirements and recommending training programs; experience adhering to safety and security regulations for an Ammunition Supply Point (ASP).

**KNOWLEDGES, SKILLS, AND ABILITIES:** The following knowledge's, skills, and abilities will be used by the selecting officials to determine the best qualified applicants from which selection will be made:

1. Knowledge and skill in Ammunition and Explosives handling.
2. Skill to supervise at high levels to ensure a disciplined work environment.
3. Knowledge and skill in assigning work and instructing subordinates on standardized and accepted methods, procedures or practices of completing the work so to improve operations.
4. Skill in mentoring, counseling and writing performance appraisals; resolving informal complaints and grievances

at the lowest level possible.

5. Knowledge and skill in instructing subordinates on standardized and accepted methods, procedures or practices of safety and security of an Ammunition Supply Point (ASP).

**CREDITING NATIONAL GUARD EXPERIENCE: NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. THE LEVEL OF EXPERIENCE WILL BE DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED.**

**CONDITIONS OF EMPLOYMENT:**

- Must qualify for appropriate level of security clearance required for the position.
- Must maintain a compatible military unit, grade, and job assignment within the CA National Guard and wear appropriate military required grooming standards.

**HOW TO APPLY:**

1. Submit an Optional Form (OF) 612, Optional Application for Federal Employment or a current resume.
2. Attach any required documents (see Required Documents below).
3. Submit application package to the California National Guard – HRO Office via email at [NGCAHRJOBSTECH@CA.NGB.ARMY.MIL](mailto:NGCAHRJOBSTECH@CA.NGB.ARMY.MIL)

**REQUIRED DOCUMENTS (Application Packet):**

- OF 612, Optional Application for Federal Employment or current resume (mandatory)
- Transcripts, [if applicable](#)
- Miscellaneous Items (i.e., Flight Records, Bar Certification), [if applicable](#)
- SF-50/DD214 (Current or Former Competitive Employees, VEOA Eligible), [if applicable](#)
- SF 181, Ethnicity and Race Identification Form (optional)

**APPLICATION FORMS ARE AVAILABLE AT THE HUMAN RESOURCES OFFICE WEBSITE**

[www.calguard.ca.gov/cahr](http://www.calguard.ca.gov/cahr) and at [www.opm.gov/forms/](http://www.opm.gov/forms/) .

**APPLICATIONS ARE ACCEPTED VIA EMAIL ONLY TO: [NGCAHRJOBSTECH@CA.NGB.ARMY.MIL](mailto:NGCAHRJOBSTECH@CA.NGB.ARMY.MIL)**

**The Human Resources Office will not accept applications via fax or mail without prior consideration from HRO Staffing. Resumes and Applications (OF 612) must include a valid return email address.**

Upon receipt, the Human Resource Office will review your application packet to determine if it meets the minimum Qualifications Requirements and the Area of consideration. The rating you receive is based on your application and supporting documents that you provide. Please follow all instructions carefully. **Applications or resumes without a current return email will not be considered.** Errors or insufficient information may affect your rating.

**ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY Midnight (Pacific Time) BY THE CLOSING DATE INDICATED ABOVE.**

**VETERANS PREFERENCE DOES NOT APPLY.**

**All California National Guard Technician Vacancy Announcements can be found on our job website. Questions about announcements or how to apply may be directed to HRO Staffing at (916) 854-3350 or via email to [NGCAHRJOBSTECH@CA.NGB.ARMY.MIL](mailto:NGCAHRJOBSTECH@CA.NGB.ARMY.MIL)**

**THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER**